

RESOLUTION SESSION FORM

Document Date:

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Student's Name:		District ID:	State ID:	Grade:	Sex:
Native Language:		Ethnicity:		Birth Date:	Age:
District:		School:			
Parent/Guardian Name:				Home Phone:	
Address:					
Native Language:				Daytime Phone:	
Parent/Guardian Name:				Home Phone:	
Address:					
Native Language:				Daytime Phone:	

The IDEA (2004) requires that options be made available to resolve conflict when a request for a due process hearing is filed. The "resolution session" provides an opportunity for the parent and/or adult student and the district to resolve issues identified in a due process hearing request. A resolution session is a meeting scheduled by the district and involves relevant members of the IEP team and the parent and/or adult student. The attorney for the school district will not attend the meeting unless the parent's/adult student's attorney is present. If requested by both parties, the State Department of Education (SDE) will appoint a neutral facilitator to conduct the resolution session.

A resolution session will be scheduled by the district unless one of the following occurs:

1. Both the parent and/or adult student and the school district mutually agree to participate in mediation from the SDE.
2. Both the parent and/or adult student and the school district mutually agree in writing to waive the resolution session.

Should a resolution session occur, the 45-day hearing process will not start until up to 30 days have expired, allowing for resolution.

Should the parties mutually waive the resolution session and mutually agree not to participate in SDE mediation, the due process hearing will be scheduled, and the 45-day timeline for completing the hearing will start on the date that the request for a hearing was received.

Please sign below regarding your participation in a resolution session. Unless both the district and the parent and/or adult student waive the resolution session, a meeting will be scheduled. If the district schedules a resolution session and the parent and/or adult student does not attend, the issues cannot be taken to a due process hearing.

Signatures	Waive Resolution Meeting?	Date
Parent: _____	[] Yes [] No	_____
Parent: _____	[] Yes [] No	_____
District Representative: _____	[] Yes [] No	_____